



TOWN OF ROCKY HILL MEETING – ACTIONS TAKEN

NAME OF PUBLIC BOARD OR COMMISSION	Government Operations Committee
DATE OF MEETING	January 20, 2015
PERSON PREPARING	Jo-Anne Booth, Recording Secretary

MEMBERS PRESENT

1. Nadine Bell, Chairwoman	2. Guy Drapeau
3. Also present: John Mehr (Finance Director)	4. Lisa Zerio (Director of Parks and Recreation & Custodial Staff)
5.	6.
7.	8.
9.	10.

MEMBERS ABSENT

1. Tim Moriarty	2. Also absent: Jim Sollmi (Director of Community Development Services)
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1st ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Minutes of the December 1, 2014 special joint meeting of the Government Operations Committee, the Public Buildings Commission and the School Buildings Committee. The motion was seconded by Chairwoman Bell and adopted unanimously by those present.

2nd ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution Authorizing the Board of Education to Apply for a School Construction Grant for the Installation of a Fire Protection Sprinkler System and Elevator at Myrtle H. Stevens School and have this forwarded to the Town Council. The motion was seconded by Chairwoman Bell and adopted unanimously by those present.

BE IT RESOLVED, that the Rocky Hill Town Council hereby authorizes the Rocky Hill Board of Education through its Superintendent of Schools to apply to the Commissioner of the State Department of Education and to accept or reject a grant for the Installation of a Fire Protection Sprinkler System and Elevator at Myrtle H. Stevens School.

3rd ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution Authorizing the Preparation of Schematic Drawings and Outline Specifications for the Installation of a Fire Protection Sprinkler System and Elevator at Myrtle H. Stevens School and have this forwarded to the Town Council. The motion was seconded by Chairwoman Bell and adopted unanimously by those present.

BE IT RESOLVED, that the Rocky Hill Town Council hereby authorizes the Town Manager to proceed to go out to RFQ (Request for Qualifications) for Architectural Services and Construction Management Services for the preparation of Schematic Drawings and Outline Specification for the Installation of a Fire Protection Sprinkler System and Elevator at Myrtle H. Stevens School.

BE IT FURTHER RESOLVED that the Town Manager is authorized to proceed with full design and construction bid documentation (including schematic drawings and outline specifications) pending receipt of the state grant commitment specifications once an Architect and Construction Manager have been approved.

4th ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution Charging the Government Operations Subcommittee of the Town Council and the Public Buildings Commission with the Oversight of the Installation of a Fire Protection Sprinkler System and Elevator at Myrtle H. Stevens School and have this forwarded to the Town Council. The motion was seconded by Chairwoman Bell and adopted unanimously by those present.

WHEREAS the Board of Education of the Town of Rocky Hill is pursuing \$746,819 for a project that will install a Fire Protection Sprinkler System and an Elevator at Myrtle H. Stevens School,

WHEREAS it is in the best interests of the Town that the Project be constructed effectively, promptly, cost effectively and with citizen and council participation;

Now therefore; the Council hereby establishes the following procedures and charges the following committees with the construction of the Project as follows:

Section 1. The Public Buildings Commission (the "Commission") shall in conjunction with the Town Manager, the Director of Community Development Services, and the Director of Facilities – Board of Education review all plans, specifications, change orders and contracts for the planning, acquisition and construction of the Projects. The Commission shall make recommendations to the Government Operations Subcommittee of the Council (hereafter the "Subcommittee") with respect to the design of the Project, its construction, implementation, entering into contracts, payments and all issues arising in connection with the Project and expenditures therefore.

Section 2. The Subcommittee shall consider and act upon each recommendation of the Commission. The Subcommittee shall consider and act upon all issues arising in connection with the planning, acquisition and construction of the Project, including approval of their design and implementation; construction manager agreements; contracts and payments; change orders;

equipment; obtaining state approvals (except those required by law to be obtained by the Board of Education). The Subcommittee may consider and act on any question, problem, issue or dispute whether or not the Commission has failed or refused to consider or make a recommendation with respect thereto. Contracts approved by the Subcommittee may provide for the delegation of decision making authority to construction managers, architects or other job site supervisors as appropriate in order to maintain workflow and efficiency, provided that all decisions made by construction personnel shall be reported to the Commission and Subcommittee promptly.

Section 3. No action or approval of the Subcommittee shall be effective unless a quorum of a majority of its members is present and a majority thereof votes in favor of such action or approval. In the absence of any vote to the contrary by the Subcommittee, the Town Manager shall execute all contracts approved by it. The Subcommittee shall keep full and accurate minutes of its meetings, including the votes of each of its members. The Subcommittee and the Commission shall meet in joint meetings wherever possible, but absence of a quorum of one body shall not effect or prevent the other from meeting and conducting business.

Section 4. The provisions of this resolution shall be subject to the Town Charter, and specifically Sections 815, 816 and 817 regarding public bids, and Section 818 regarding payment approval by the Director of Finance. The Subcommittee shall comply with Section 810 of the Charter regarding Director of Finance certification of funds prior to entering into any contract.

Section 5. In all instances wherein state law requires the establishment of or action by a School Buildings Committee, the Subcommittee and a representative of the Board of Education appointed by the Town Council, hereinafter is designated as the School Buildings Committee. The Subcommittee shall ensure that the Projects Architects, in cooperation with the Town and the Board of Education have pursued the maximum state grant funding for the Projects, and have discussed with the Subcommittee the impact of design alternatives on grant funding.

5th ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the 2015 Meeting Schedule for the Government Operations Committee. The motion was seconded by Chairwoman Bell and adopted unanimously by those present.

Government Operations Committee
MEETING DATES
2015

Tuesday, January 20, 2015* Martin Luther King Day

Monday, February 2, 2015

Monday, March 2, 2015

Monday, April 6, 2015

Monday, May 4, 2015

Monday, June 1, 2015

Monday, July 20, 2015

Monday, August 17, 2015

Monday, September 21, 2015

Monday, October 5, 2015

Monday, November 16, 2015

Monday, December 7, 2015

6th ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to adjourn the meeting at 5:37 p.m. The motion was seconded by Chairwoman Bell and adopted unanimously by those present.

**DRAFT MEETING MINUTES TO BE AVAILABLE WITHIN SEVEN CALENDAR DAYS FOR
REGULAR MEETINGS AND WITHIN SEVEN WORKDAYS FOR SPECIAL MEETINGS.**